

Construction Voucher Program

Quick Reference Guide for Downtown businesses

2026

PLEASE KEEP THIS GUIDE AT YOUR POINT OF SALE

Store this sheet in a location that is easily accessible to all staff for quick reference when a customer presents a Construction Voucher.

★ A customer has presented a Construction Voucher. What do I do?

STEP 1 – Check the Voucher

Before accepting the voucher, confirm that it:

- Has not expired
- Has the official DGBA embossing - see below
- Appears authentic and has not been altered

STEP 2 – Accept the Voucher

- The voucher is worth \$25 toward the purchase of goods and/or services.
- It may be used at any business within the Downtown Guelph Business Association boundary (found at www.downtownguelph.com/about-us)
- No cash back may be provided.

Examples

Purchase Total	Customer Pays
\$18	\$25 Voucher (no cash back)
\$25	\$25 Voucher
\$42	\$25 Voucher + \$17 with another payment method

FRONT



BACK



STEP 3 – Complete the Back of the Voucher

Please record:

- Business Name
- Date Redeemed
- Total Purchase Amount (This information is used only for confidential data tracking and reporting)

STEP 4 – Keep the Voucher

Retain the voucher until it is redeemed through the DGBA.

STEP 5 – Redeem for Reimbursement

Bring redeemed vouchers to:

Downtown Guelph Business Association, 42 Wyndham St N., Suite 202
(above Capistrano, overlooking St George's Square)

Redemption Hours

Wednesdays 12:00 p.m. – 1:00 p.m.

Thursdays 12:00 p.m. – 1:00 p.m.

Redeem vouchers within 30 days of accepting them.

REMEMBER

- ✓ Worth \$25
- ✓ No cash back to customer
- ✓ Record the transaction amount
- ✓ Keep the voucher
- ✓ Redeem within 30 days

Questions?

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